

Randolph Township Trustees Organizational Meeting Monday, January 2, 2012

Chairman Roger Klodt opened the meeting with the pledge at 7:00 a.m. Present: Trustees Roger Klodt, Mike Lang, Sue White, Fiscal Officer Mary Rodenbucher, D. Kolasky, B. Murphy

Officials and Meeting:

Mary asked for nominations for Chairman. Mike nominated Roger Klodt. Sue seconded.
RCV: Roger – yes; Sue – yes; Mike – yes;

Mary asked for nominations for Vice Chairman. Roger nominated Mike Lang. Sue seconded.
RCV: Roger – yes; Sue – yes; Mike – yes.

Mary asked for the setting of meetings for 2012. Roger moved to hold the meetings on the second and fourth Thursdays of the month at 7:00 p.m. in the Town Hall with the following exceptions: March 8 rescheduled for March 7 a.m.; July 26 time change from 7 p.m. to 7 a.m.; August 23 time change from 7 p.m. to 7 a.m.; November 22 rescheduled for November 21 at 7 a.m. Mike seconded. Discussion: Roger commented that the second and fourth Thursdays are working well. Roger stated that he included the exceptions to save on advertising. Mike agrees it is working well. RCV: Roger – yes; Sue – yes; Mike – yes.

Department Assignments: Roger moved to have the following department assignments:

White: Zoning, Regional Planning, Parks, and Cable
Lang: Road, Cemetery, Buildings, Machinery, and Equipment
Klodt: Fire, EMS, Health Board, Community Betterment
Mike seconded. RCV: Mike – yes; Sue – yes; Roger – yes.

Officials Pay, Investments, Travel, Records, Audit, and Outside Counsel

Roger moved to pay the elected officials by salary according to state guidelines; Investment Officers to be Fiscal Officer and Chairman; Records Commission is the three Trustees and Fiscal Officer; Audit Committee is the three Trustees, Fiscal Officer, and D. Kolasky; Retain outside counsel as needed. Sue seconded. RCV: Mike – yes; Sue – yes; Roger – yes.

Park Advisory Committee: Roger moved to retain Janice Adelman, Nancy Breidmeier, and Carol Kline to the Park Advisory Committee. Sue seconded. RCV: Mike – yes; Sue – yes; Roger – yes.

Roads: Sue moved to appoint Larry Klodt as Road Supervisor at \$20.58 per hour. Mike seconded. RCV: Mike – yes; Sue – yes; Roger – abstain.

Roger moved to appoint Tim Pfile as Assistant Road Supervisor at 20.00 per hour; appoint Road Department employee Bruce Wagner at \$14.42 per hour; hire extra help at current minimum wage per hour when needed up to 20 hours per week; improve roads by force account if the cost can be kept under \$25,000 per mile by township employees; charge \$5.00 per foot beyond the 30-foot length of culvert plus the cost of the pipe and stone billed to the resident. Mike seconded. Discussion: Mike spoke to Larry regarding the culvert fees. According to Larry there is no indication of any discrepancy of the cost. Sue stated that Dan be given the chance to work with the Road Department before hiring outside help. RCV: Mike – yes; Sue – yes; Roger – yes.

Zoning: Roger moved to appoint Dan Kolasky as Zoning Inspector and Trustee Assistant. Inspector appointed as secretary to Zoning Boards, JMV, dog control, hall rental contact, and other miscellaneous duties at \$17.00 per hour. Sue seconded. RCV: Mike – yes; Sue – yes; Roger – yes.

Roger moved to pay the zoning board members \$20 per meeting up to 18 meetings per year. Sue seconded. RCV: Mike – yes; Sue – yes; Roger – yes.

Fire/EMS: Roger moved to retain Mike Lang Jr. as Fire Chief with a salary of \$1,250 per month. Sue seconded. RCV: Mike – abstain; Sue – yes; Roger – yes.

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Roger moved to appoint RFD full-time employees Diane Bunker at \$18.29 per hour and Matt Winters at \$14.00 per hour; pay part-time employees \$11.00 - \$12.00 per hour based on certification. Sue seconded. Discussion: Sue questioned Matt's rate of pay. Roger explained that it is correct per the recommendations from Chief Lang when Matt was hired. RCV: Mike – yes; Sue – yes; Roger – yes.

Roger moved to appoint fire inspectors Mike Lang Jr., Diane Bunker, Andy Hamilton and Nick Reynolds. Sue seconded. RCV: Mike – abstain; Sue – yes; Roger – yes.

Roger moved to appoint officers Diane Bunker and Captains Ryan Hall, Jasen Bryan, and Adam Lang. Sue seconded. RCV: Mike – abstain; Sue – yes; Roger – yes;

Building Rentals: Roger moved to set the rental rate for the SC/CC/Town Hall to \$100 for residents and \$150 for non-residents with civic groups, not-for-profits, and funerals free; scheduling with Dan Kolasky. Discussion: Mike suggested that public meetings organized by residents for informational purposes be free with prior trustee approval. Mike has been thinking about the fees. He stated that we are not making money, but no one can get a hall for the rate we are charging. Roger thought about reducing the rate, similar to a tax cut, with the hopes of increasing rentals. Roger asked Dan how many days the halls are used. Dan stated that usually someone is in each hall on the weekends. There are fewer rentals in the summer due to the warm weather. Roger asked if the cost is a deterrent. Dan stated that although there are fewer rentals, he does not feel it is due to the cost. Roger asked if the buildings are cleaner. Dan stated that it is better with having a follow-up each day. Roger asked Dan for his thoughts on reducing the rates. Dan stated no one has complained about the rate. Sue stated that the halls are nice but the economy may play a big part in the rentals. There was discussion on various rates for other halls. RCV: Mike – yes; Sue – yes; Roger – yes.

Roger moved to retain Donna Yoder as cleaning personnel for \$150 per week. Mike seconded. RCV: Mike – yes; Sue – yes; Roger – yes.

Cemetery Fees: Roger moved to allow four (4) graves per family at \$150 each for residents and \$300 each for non-residents; permit residents with honorable military discharge certificate to receive one free grave for their own use; charge for cremation on weekdays \$50 and weekends/holidays \$100; interment on weekdays \$250 and weekends/holidays \$400; infant burials weekdays \$100 and weekends/holidays \$150; disinterment \$500 and re-interment \$250; permit one interment and one cremation or four cremations on one lot; foundations at \$45 per square foot. Mike seconded. Discussion: Mike stated that with three road employees there is no need for extra help. Roger asked if the foundation rate is correct. The rate will be verified with Larry. RCV: Mike – yes; Sue – yes; Roger – yes.

Roger moved to hire a part-time landscaper at a rate of \$10.50 per hour as needed. Mike seconded. Discussion: Roger feels that a landscaper is not needed. Sue disagrees. She stated that nothing was done at the park last year. If a township employee does not have time to work in the park, during normal work hours, we need someone to get it completed. RCV: Mike – yes; Sue – yes; Roger – yes.

Zoning Fees: Roger moved set the following zoning fees – Single dwelling - \$100; duplex - \$150; driveway - \$20; oil and gas drive - \$100; conditional permits and variances - \$150; road boring - \$50; rezoning - \$200; storage shed, swimming pool, hot tub, garage, signs, lot splits - \$25; residential addition or deck - \$30; commercial/industrial building or addition - \$75 plus \$.01 per square foot to maximum of \$225; multi-family site plan review - \$225; zoning books - \$20; zoning CD - \$5; \$.25 per page copies; land use books - \$56; all available in seven (7) working days if possible. Mike seconded. Discussion: Mike stated that the oil/gas drive needs to be re-addressed with the possibility of increased drilling. He suggested the fee be whatever it costs the township. Roger asked Dan about zoning books and tapes. Dan stated that books are occasionally purchased. Dan has not had tape requests. RCV: Mike – yes; Sue – yes; Roger – yes.

Employee Benefits: Roger moved to set the following benefits:

- * Permit seven (7) sick days per year, non-accumulative;
- * Vacation for new hires after January 5, 2009 – 5 days after one year; 10 days after two years; 15 days after 10 years.
- *Current full-time employees (Larry Klodt, Tim Pfile, Dan Kolasky, and Diane Bunker) are entitled to the following vacation benefit -15 days after 8 years; 20 days after 15 years; and 25 days after 25 years. Permit one week carry over per year or cash out at year out.
- *Holidays – New Year’s Day, MLK Day, President’s Day, Memorial Day, Independence Day, Labor Day, Columbus Day, Veteran’s Day, Thanksgiving Day, and Christmas.
Holidays are to be taken as scheduled unless approved by trustees prior to the day.

Mike seconded. RCV: Mike – yes; Sue – yes; Roger – yes.

Roger moved to appoint Mark Wise and Kevin Steiner to the Randolph Township Volunteer Fire Department Indemnity Board. Sue seconded. RCV: Mike – yes; Sue – yes; Roger – yes.

Roger moved to dispose of unneeded township equipment by internet auction. Mike seconded. RCV: Mike – yes; Sue – yes; Roger – yes.

2012 Projects:

- OPWC paving projects – Aberagg Road
- Gazebo or shelter at School Park
- West Cemetery improvements (trees, plantings, chapel)
- Town Center Improvements (Town Hall and Library painting)
- Sidewalk replacement
- Permanent Restrooms at School Park
- Replace Road Department F-450
- Purchase used mini-excavator for the Road Department

Roger so moved to include the above projects in the 2012 budget if funds are available. Sue seconded. RCV: Mike – yes; Sue – yes; Roger – yes.

Fiscal Officer Business

Mary presented the year end balances. She requested a motion to set temporary appropriations in the amount of \$150,000.00 for 2012.

1000 General	\$ 38,157.18
2011 MVL	603.24
2021 Gasoline Tax	13,024.12
2031 Road and Bridge	.00
2041 Cemetery	5,775.50
2111 Fire	59,499.80
2181 Zoning	882.62
2191 EMT/Ambulance	27,839.27
2231 Permissive MVL	2,279.67
2901 Cemetery Bequest	1,378.26
3105 General (bond) Retirement	6,706.70
4402 Public Works Commission	.00
4951 Permanent	.00
9001 Aluminum Can Recycling	.00
9751 Private-Purpose Trust	6,800.27
Total	\$162,946.63

Roger so moved. Mike seconded. RCV: Mike – yes; Sue – yes; Roger – yes.

Mary stated that it is working well with the current schedule and would like to continue having the time cards and bills turned in by noon on the Monday before the meeting. She stated that her door is always open if any employee has any questions or concerns.

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Roger suggested discontinuing the reading of the minutes at meetings. He feels it is redundant as the minutes are online. Roger stated that Mary could send the draft minutes to the trustees prior to the meeting. Sue asked if copies could be provided for those attending the meeting. Mary stated that she could print draft copies for the meetings. Roger moved to dispense the reading of the minutes. Mike seconded. RCV: Mike – yes; Sue – yes; Roger – yes.

Sue spoke about fracking and the 4.0 earthquake in Youngstown. They have temporarily stopped the fracking to investigate the problem. Sue is afraid of all the fracking to take place in 2012. It is new and out of our area of expertise. She stated that we need to be open and concerned and listen to the resident's concerns.

With no further business, the meeting adjourned at 7:48 a.m.


